

## Exhibit A:

Amendment #2 to Agreement between the County of San Luis Obispo and  
the People's Self Help Housing Corporation for Homelessness Prevention  
and Rapid Re-Housing Program Activities

**AMENDMENT #2  
TO AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE  
PEOPLE'S SELF HELP HOUSING CORPORATION  
FOR HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM  
ACTIVITIES**

**THIS AMENDMENT** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by People's Self Help Housing Corporation (hereinafter referred to as "Contractor"), a California non-profit corporation, and the County of San Luis Obispo, a political subdivision of the State of California (hereinafter referred to as "the County").

**WITNESSETH:**

**WHEREAS**, on May 12, 2009, the County of San Luis Obispo Board of Supervisors approved the submittal of an amendment to the 2008 Action Plan (hereinafter referred to as the "Grant Application") to the United States Department of Housing and Urban Development (hereinafter referred to as "HUD") to allocate \$855,184 of Homelessness Prevention and Rapid Re-Housing Program (hereinafter referred to as "HPRP") funds to enable assistance to homeless persons and households at risk of becoming homeless; and

**WHEREAS**, on May 12, 2009, the San Luis Obispo County Board of Supervisors authorized the Director of the County Department of Planning and Building to execute all documents necessary or required by HUD for participation in the HPRP grant; and

**WHEREAS**, on June 29, 2009, HUD approved the County's application for HPRP funding, including a general budget allocation; and

**WHEREAS**, on September 29, 2009, the County Board of Supervisors approved and signed an agreement with the Contractor for \$80,000 to provide "Housing Relocation and Stabilization Services" (case management), and \$2,000 for administration of the grant for the term of September 29, 2009 to August 25, 2012 (hereinafter referred to as "Original Agreement"); and

**WHEREAS**, on July 19, 2011, the County Board of Supervisors approved Amendment #1 to the Original Agreement ("Amendment #1") for a budget adjustment that included up to \$72,900 for case management services under the eligible activity

"Housing Relocation and Stabilization Services," up to \$7,100 for "Data Collection and Evaluation" activities, and up to \$2,000 for "Administration" activities; and

**WHEREAS**, the Contractor requests a budget adjustment to reduce the "Data Collection and Evaluation" allocation from \$7,100 to \$4,100, and increase the "Housing Relocation and Stabilization Services" allocation from \$72,900 to \$75,900.

**NOW, THEREFORE** in consideration of the mutual promises, recitals and other provisions hereof, the parties agree as follows:

1. Paragraph 10 of the Original Agreement and Amendment #1,

**Compensation**, is hereby revised and replaced in its entirety to read:

The County will pay Contractor a maximum amount of \$82,000 for carrying out the Project to the satisfaction of the County in accordance with the HPRP regulations set forth in the March 19, 2009 federal Notice (Docket No. FR-5307-N-01). Of the \$82,000, the County will pay the Contractor:

- Up to \$75,900 for case management services under the eligible activity "Housing Relocation and Stabilization Services,"
- Up to \$4,100 for "Data Collection and Evaluation" activities, and
- Up to \$2,000 for "Administration" activities.

Of the \$75,900 allocated for Housing Relocation and Stabilization services, \$22,700 shall be used for "Rapid Re-Housing" activities that service homeless persons, and \$53,200 shall be used for "Homelessness Prevention" activities.

The County will pay the Contractor in staged payments throughout the performance of this Contract. The timing of these payments is tied to services provided by the Contractor and approved and accepted by the County. A minimum of \$49,200 shall be drawn down by August 25, 2011, and the remaining \$32,800 shall be drawn down by August 25, 2012. Contractor shall request payments from the County using the attached form as described in Revised Exhibit B. In no instance shall the County be liable for any costs for the Project in excess of \$82,000, nor for any unauthorized or ineligible costs.

2. Amendment to Exhibit A of the Amendment #1. The Housing Relocation and Stabilization Services budget is revised to include \$53,200 for Homelessness Prevention and \$22,700 for Rapid Re-Housing (homeless). The Data

Collection and Evaluation budget is revised to allocate \$4,100 for this activity. These revisions are shown in Revised Exhibit A attached hereto.

3. Amendment to Exhibit B to the Amendment #1. The Housing Relocation and Stabilization Services budget is revised to include \$53,200 for Homelessness Prevention and \$22,700 for Rapid Re-Housing (homeless). The Data Collection and Evaluation budget is revised to allocate \$4,100 for this activity. These revisions are shown in Revised Exhibit B attached hereto.
4. All other provisions of the Original Agreement and Amendment #1 not amended herein remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Contract as of the day and year first above written.

By: \_\_\_\_\_  
Chairperson of the Board of Supervisors

Approved by the Board of Supervisors on  
\_\_\_\_\_, 2012

ATTEST:

\_\_\_\_\_  
Clerk of the Board of Supervisors

PEOPLE'S SELF HELP HOUSING CORPORATION  
a California non-profit corporation

By: \_\_\_\_\_

~~Jeanette Duncan, Executive Director~~

John Fowler, Chief Financial Officer  
and Assistant Treasurer

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Scott Smith, Deputy Director and Assistant Secretary

Dated: \_\_\_\_\_

APPROVED AS TO FORM AND LEGAL EFFECT:

WARREN R. JENSEN

County Counsel

By:   
Deputy County Counsel

Dated: 3/27/12

**Exhibit A**  
**2009-2012 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM**  
**CONTRACTOR QUARTERLY REPORT FORM**

<b>1. Contractor and Address:</b>  Scott Smith People's Self Help Housing Corporation 3533 Empleo St. San Luis Obispo, CA 93401		<b>2. Contact Person:</b>   <b>3. Phone Number:</b> (    )		<b>4. Program Year:</b> <u>10/01/09 -08/25/12</u> <b>5. Report Period:</b>  _____ To _____		<b>County of San Luis Obispo</b>  <b>Date Received:</b>  <b>Reviewed and Filed:</b>	
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Project (a)	Budget (b)	Expenses (c) this period	Expenses (d) previously reported	Expenses (e) to date (c+d)	Funds (f) received to date	Other Funds (g) received to date	Balance (h) available (b-e)
Housing Relocation and Stabilization Services – Case Management							
Homelessness Prevention (at-risk))	\$53,200.00						
Rapid Re-Housing (homeless)	\$22,700.00						
Data Collection and Evaluation	\$4,100						
Administration	\$2,000.00						
<b>Total</b>	<b>\$82,000.00</b>						

**Narrative - Status of Approved Activities:**

NOTE: a minimum of \$49,200 must be drawn down by August 25, 2011, and all funds must be drawn down by August 31, 2012.

**Problems Encountered & Corrective Actions taken:**

**Exhibit B**  
**COUNTY OF SAN LUIS OBISPO**  
**CONTRACTOR PAYMENT REQUEST FORM**  
**2009-2012 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM**

Instructions: Complete this form, have an authorized person sign and date it, and mail it to Morgan Torell, County Planning and Building Department, County Government Center, San Luis Obispo, CA 93408, (805) 781-5113. If you want the County to expedite processing of a payment, you can fax this form to Soutsida Inpravongviengkham, Accountant, at (805) 781-5624 before mailing the original. **Do not** send this form directly to the County Auditor-Controller's Office.

<b>Contractor name and address:</b> (payment will be mailed to this address)  People's Self Help Housing Corp. Attn: Jeanette Duncan 3533 Empleo Street San Luis Obispo, CA 93401	<b>Request by:</b>  Signature:  Date: Name: Phone:	<b>For county use only:</b>				
<b>Funding source</b>	<b>Total funds budgeted</b>	<b>Amount of this request</b>	<b>Previous requests</b>	<b>Balance after this payment</b>	<b>SAP #</b>	<b>IDIS #</b>
<b>Housing Relocation and Stabilization Services - Case Management</b>						
<i>Homelessness Prevention (at risk)</i>	\$53,200.00					
<i>Rapid Re-Housing (homeless)</i>	\$22,700.00					
Data Collection and Evaluation	\$4,100					
Administration	\$2,000.00					
<b>Total</b>	<b>\$82,000.00</b>					